

HIGHER EDUCATION POLICY INSTITUTE

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 JULY 2024**

**The MGroup Partnership
Chartered Certified Accountants
4 Witan Way
Witney, Oxon
OX28 6FF**

**Company Registration Number: 04503712
Charity Number: 1099645**

HIGHER EDUCATION POLICY INSTITUTE

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2024

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HIGHER EDUCATION POLICY INSTITUTE

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 JULY 2024

TRUSTEES AND DIRECTORS

Sir David Bell

End of term reached at 21 September 2024

Professor Dame Helen Wallace

End of term reached at 21 September 2024

Professor Dame Sally Mapstone (Chair)

Mary Curnock Cook CBE

Professor Dame Julia Goodfellow

Professor Sir Christopher Husbands

Appointed 21 September 2024

Professor Nicholas Pearce

Appointed 21 September 2024

COMPANY SECRETARY

The company does not have an appointed secretary

REGISTERED OFFICE

80 Mount Street
Nottingham
NG1 6HH

COMPANY REGISTRATION NUMBER

04503712 England and Wales

CHARITY REGISTRATION NUMBER

1099645

ACCOUNTANTS

The MGroup Partnership
Chartered Certified Accountants
4 Witan Way
Witney
Oxon
OX28 6FF

HIGHER EDUCATION POLICY INSTITUTE

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 JULY 2024

PRINCIPAL PLACE OF BUSINESS

99 Banbury Road
Oxford
Oxon
OX2 6JX

BANKERS

Lloyds Bank
87 London Road
Headington
Oxford
Oxon
OX3 9AB

SOLICITORS

Freeths LLP Nottingham
80 Mount Street
Nottingham
NG1 6HH

INVESTMENT ADVISOR

Wren Sterling Financial Planning Ltd
Hinksey Court
West Way
Botley
Oxon
OX2 9JU

HIGHER EDUCATION POLICY INSTITUTE

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2024

The Trustees present their Annual Report (which also serves the purpose of both a Trustees' report and Directors' report under company law) for the year ended 31 July 2024 under the Charities Act 2011, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to Charities preparing their accounts, in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), together with the independently examined financial statements for the year ended 31 July 2024.

The comparative figures are for the year ended 31 July 2023.

Status

The Higher Education Policy Institute (HEPI) is a charitable company limited by guarantee, incorporated in August 2002 and registered as a charity in September 2003.

The company was established under a Memorandum of Association that established the objects and powers of the charitable company and is governed under its Articles of Association. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up.

The reference and administrative details are shown on pages 1 to 2.

Objectives and activities

HEPI's charitable objectives are 'to promote research into and understanding of all aspects of higher education and to disseminate the useful results of such research for the education of policy makers and the general public in the United Kingdom'.

While the previous year was mainly about fully recovering to a pre-COVID position in terms of output, 2023/24 was mainly about surpassing pre-COVID highs and moving to the position HEPI would have hoped to occupy earlier had the pandemic not occurred.

Looking ahead, HEPI plans to work constructively with policymakers across the political spectrum as higher education institutions continue to feel under threat, sometimes existential threat, and to assess HEPI's own corporate identity and processes, while maintaining a steady stream of new ideas, a busy publication schedule and a full events calendar.

Above all, HEPI seeks to conduct and publish research into higher education to improve the quality of debate and, ultimately, to help those making policy at Westminster and Whitehall, in the devolved administrations and within higher education institutions. Engagement with policymakers, staff and students, the media and the public is mainly undertaken via reports, events and a substantial online presence, including a daily blog, as well as through HEPI staff playing a role in other organisations' events.

As a non-partisan micro-organisation, HEPI seeks to work collaboratively with others committed to good public policy and a better higher education sector.

HIGHER EDUCATION POLICY INSTITUTE

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2024

Achievements and performance

HEPI had its most successful year ever in 2023/24, whichever way it is measured.

The number of institutions supporting HEPI's work (136 University Partners and 20 corporate Partners), the number of HEPI publications (40) and events (35) and the level of engagement with HEPI's output (such as 1.25 million website hits) all ran at record levels.

In part, this reflected the heightened interest in public policy during an academic year which ended with a watershed general election, but it also reflected a larger and more stable staff team and growth in the number of organisations wishing to collaborate.

During the year, alongside our regular output, such as the HEPI / Advance HE Student Academic Experience Survey, we placed a particular emphasis on institutional and student income (including the launch of the HEPI / TechnologyOne Student Minimum Income Standard), the lives of early career researchers (including work with the British Academy, GW4 and the Society of Black Academics) and election-themed research.

More detailed information on HEPI's work in 2023/24 is available in the *Annual Review* document accessible on HEPI's website.

Financial review and plans for future periods

These financial statements confirm that HEPI was in a secure financial position as it entered 2024/25. Nonetheless, in common with other organisations, HEPI faces rising costs – arising partly from inflation as well as a growing staff team – while the whole higher education sector faces increased uncertainty stemming from the wider political, financial and geopolitical situation.

Future plans include continuing to conduct and disseminate research to further the aims of the charity as described in HEPI's Articles of Association. HEPI also plans to maintain and develop relationships with existing and potential partner companies and higher education institutions.

The principal sources of funding remain sponsorship and grants along with financial contributions from academic organisations which have an interest in HEPI's activities and publications. These resources allow the charity to continue its work and fund further publications and research.

The funds of the charity as at 31 July 2024 were £900,699 (2023 - £771,792) of which £20,000 (2023 - £20,000) represented restricted funds.

The charity holds reserves covering more than 12 months' expenditure based on the 2024 accounts.

Investment policy

HEPI's current investment strategy was originally set in 2018, when the Trustees opted for a 'moderate' risk profile given HEPI's status as a charity. The objectives have been regularly reconsidered, for example in January 2023 and, most recently, at the September 2024 Trustees' meeting (following a meeting between the Trustees' and Wren Sterling financial advisers in the previous month). The Trustees continue to believe the existing arrangements provide an appropriate balance between risks and costs.

HEPI's reserves are invested in two different Aviva funds, one with a greater portion of equities (60%) than the other (40%). Further balancing of risks beyond these investments is achieved by retaining a portion of the reserves in easy-access interest-bearing cash savings account(s). The trustees regularly review the charity's reserves to set the amount of funds that should be held as investments and the amount retained as cash.

The investment performance in 2023/24 was positive (over 10%).

The extent to which the charity takes social, environmental and ethical considerations into account in its investment policy has been regularly covered at Trustee meetings, including in the August 2024 meeting with the financial advisers Wren Sterling. The current position is that HEPI's investments are neither in specific ethical funds nor concentrated in less ethical places but rather placed in funds that track the stock market.

Principal risks and uncertainties

There are no known catastrophic risks currently facing HEPI. Nonetheless, like every other small organisation HEPI is constantly at risk of unexpected events and the risks currently faced include: a reliance on a small staff team, meaning there is no spare capacity if things go wrong; dependency on one landlord (Princeton University Press) for reasonably-priced office space in Oxford; reliance on a limited number of corporate Partners for a high proportion of HEPI's income at a time of business uncertainty; squeezed university incomes, which could lead to a reassessment of donations to HEPI; continuing political and economic uncertainty, including on the international stage; and cyber attacks.

Such risks are discussed regularly at HEPI's Trustee meetings as well as at meetings of the HEPI Advisory Board. HEPI insures itself against a number of specific risks, including: Professional liability; Management liability; and Entity defence. We also have office insurance covering items like computers, office contents, business interruption, employer's liability, public liability and legal expenses.

Public benefit

When planning the Charity's activities for the year, consideration has been given to the Charity Commission's guidance on public benefit and the Trustees are satisfied they meet the requirements.

HIGHER EDUCATION POLICY INSTITUTE

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2024

Structure, governance and management

The charity is a company limited by guarantee.

The HEPI staff team is guided by an expert Advisory Board whose primary purpose is to review potential HEPI publications in conjunction with the Trustees while also making recommendations for the future.

In early 2023/24, Professor Carl Lygo left the Board after seven years of loyal service for which we express grateful thanks. During the year, we welcomed four new Advisory Board members: Professor Nishan Canagarajah; Anne-Marie Canning MBE; Andy Forbes; and Professor Julie Sanders. At the end of 2023/24, the other Advisory Board members were: Alison Alden OBE; Professor Iyola Solanke; and Professor David Sweeney CBE.

Just after the end of 2023/24, two HEPI Trustees – Sir David Bell and Professor Dame Helen Wallace – stepped down from the Trustees at the end of their maximum term of office. We are very grateful for their 8 years of loyal service. Professor Sir Christopher Husbands and Professor Nicholas Pearce, who both had experience serving on the Advisory Board, kindly agreed to take their place.

All those who served as Trustees during the year and up to the date of the signature of the financial statements are:

Sir David Bell (end of term reached at 21 September 2024)

Professor Dame Helen Wallace (end of term reached at 21 September 2024)

Professor Dame Sally Mapstone (Chair)

Mary Curnock Cook CBE

Professor Dame Julia Goodfellow

Professor Sir Christopher Husbands (appointed 21 September 2024)

Professor Nicholas Pearce (appointed 21 September 2024)

The Trustees determine who will become new Trustees, in line with HEPI's Articles of Association, which limit the number of Trustees to five. Trustees are limited to serving two periods of three years, with a second extension of up to two years.

There is no specific training offered to Trustees as they are all senior executives who have generally run much larger charities than HEPI. However, HEPI has a training budget available for the use of Trustees as well as staff.

The Trustees delegate day-to-day management of the charity to the Director, Nick Hillman.

While HEPI has sometimes struggled to find comparable organisations against which to benchmark on remuneration, we are now able to use the new SmartThinking Salary Benchmarking Survey, which brings together data for a number of think tanks. Recent pay settlements for HEPI staff have been made with an eye on this document as well as practice across the higher education sector.

HEPI abides by the Charity Commission's Charity Governance Code for smaller charities.

Statement of trustees' responsibilities

The Trustees, who are also the directors of Higher Education Policy Institute for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

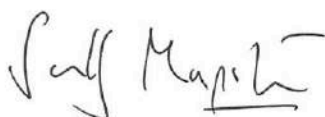
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities, and in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies.

Approved by the trustees on: 26 March 2025

Signed on its behalf by



Professor Dame Sally Mapstone
Chair
Trustee

INDEPENDENT EXAMINER'S REPORT

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I report to the trustees on my examination of the accounts of Higher Education Policy Institute for the year ended 31
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24 April 2025

**STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 JULY 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
INCOME					
<u>Charitable activities</u>					
Sponsorships and speakers fees		235,500	-	235,500	187,767
Conference fees		9,414	-	9,414	8,644
Partnership scheme		526,624	-	526,624	565,975
Grant income		-	20,000	20,000	20,000
		<u>771,538</u>	<u>20,000</u>	<u>791,538</u>	<u>782,386</u>
<u>Other income</u>					
Interest received		7,955	-	7,955	3,582
		<u>779,493</u>	<u>20,000</u>	<u>799,493</u>	<u>785,968</u>
Total income	4				
Expenditure on:					
Raising funds		5,291	-	5,291	5,406
Charitable activities		705,717	20,000	725,717	631,762
Other expenditure		-	-	-	(199)
		<u>711,008</u>	<u>20,000</u>	<u>731,008</u>	<u>636,969</u>
Total expenditure	5				
NET INCOME BEFORE TRANSFERS		68,485	-	68,485	148,999
Transfer between funds		-	-	-	-
		<u>68,485</u>	<u>-</u>	<u>68,485</u>	<u>148,999</u>
Net incoming / (outgoing) resources before gains and losses on investments					
OTHER RECOGNISED GAINS / LOSSES					
Gain on investment assets	10	60,422	-	60,422	(6,415)
		<u>128,907</u>	<u>-</u>	<u>128,907</u>	<u>142,584</u>
NET MOVEMENT IN FUNDS					
Reconciliation of funds					
Total funds at 1 August 2023	16	751,792	20,000	771,792	629,208
Total funds at 31 July 2024	16	<u>880,699</u>	<u>20,000</u>	<u>900,699</u>	<u>771,792</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

HIGHER EDUCATION POLICY INSTITUTE

BALANCE SHEET AS AT 31 JULY 2024

	Notes	2024 £	2023 £
FIXED ASSETS			
Tangible assets	9	8,244	12,387
Investments	10	634,563	579,432
		<u>642,807</u>	<u>591,819</u>
CURRENT ASSETS			
Debtors	11	178,001	153,371
Cash at bank and in hand	18	485,204	293,605
		<u>663,205</u>	<u>446,976</u>
CREDITORS: Amounts falling due within one year	12	<u>405,313</u>	<u>267,003</u>
NET CURRENT ASSETS		<u>257,892</u>	<u>179,973</u>
NET ASSETS		<u>900,699</u>	<u>771,792</u>
FUNDS OF THE CHARITY:			
Unrestricted income funds	15	880,699	751,792
Restricted income funds	15	20,000	20,000
		<u>900,699</u>	<u>771,792</u>

HIGHER EDUCATION POLICY INSTITUTE

BALANCE SHEET AS AT 31 JULY 2024

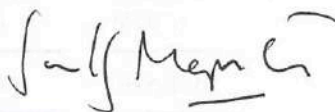
These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard 102 Section 1A smaller entities.

For the financial year ended 31 July 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

No notice has been deposited under section 476 of the act requesting the company to obtain an audit.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Signed on behalf of the board of trustees



Professor Dame Sally Mapstone
Trustee - Chair

Date approved by the board: 26 March 2025

HIGHER EDUCATION POLICY INSTITUTE

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 JULY 2024

	Notes	2024 £	2023 £
Cash flows from operating activities			
Net income for the reporting period (as per the SOFA)		68,485	148,999
Adjustments for:			
Depreciation charges		4,318	4,150
Increase in debtors		(24,630)	(98,298)
Profit on the sale of other tangible fixed assets		-	(199)
Increase / (decrease) in creditors		138,310	(82,491)
Cash generated from operations		186,483	(27,839)
Interest received		(7,955)	(3,582)
Net cash generated by operating activities		178,528	(31,421)
Cash flows from investing activities:			
Interest received		7,955	3,582
Investment management costs		5,291	-
Purchase of property, plant and equipment		(175)	(3,435)
Proceeds from property, plant and equipment		-	722
Proceeds from sale of investments		-	4,739
Purchase of investments		-	(124,375)
Net cash used in investing activities		13,071	(118,767)
Net increase / (decrease) in cash and cash equivalents		191,599	(150,188)
Cash and cash equivalents at the beginning of the year		293,605	443,793
Cash and cash equivalents at the end of the year	18	485,204	293,605

1 GENERAL INFORMATION

Higher Education Policy Institute is a registered charity and company limited by guarantee incorporated in England and Wales. Its registered office and principal office is:

Registered office

80 Mount Street
Nottingham
NG1 6HH

Principal place of business

99 Banbury Road
Oxford
OX2 6JX

The financial statements are presented in Sterling, which is the functional currency of the charity.

The charity is a public benefit entity.

2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of preparation of the financial statements

These financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard 102 Section 1A smaller entities, Financial Reporting Standard 102 Section 1A smaller entities 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' ("FRS 102"), the Companies Act 2006 and the Charities Act 2011.

Going concern

The Trustees have further reviewed the Charity's cash flow forecasts for the year to 31 July 2025 and have considered any potential issues that will have an impact on the Charity's different sources of income as well as their ongoing costs.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements and there are no material uncertainties about the charity's ability to continue to operate.

Incoming resources

Incoming resources in the period shown in the Statement of Financial Activities represents funds received from the sponsorship and speakers fees, partnership schemes and conference fees.

Income from sponsorship and speakers fees and partnership schemes are recognised when the charity obtains a right to consideration in exchange for its performance. Any amounts received in advance are deferred to future periods.

Income from conference fees are included in incoming resources in the period in which the relevant event takes place.

2 STATEMENT OF ACCOUNTING POLICIES (continued...)

Grants

Grants and donations are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resources and are treated as restricted or unrestricted income in line with the donor's instructions.

The charity received total grant income of £20,000 (2023: £20,000). All of this related to income received from Research England to support HEPI's activities where they contribute to the understanding of issues facing research and knowledge exchange in universities.

Expenditure

Expenditure is directly attributable to specific activities and is charged to those cost categories.

Tangible fixed assets

Fixed assets are stated at cost less accumulated depreciation.

Depreciation has been provided at the following rates so as to write off the cost less residual value of the assets over their estimated useful lives.

Website costs	Reducing balance basis at 20% per annum
Computer and Office Equipment	Straight line basis at 33.33% per annum

On disposal, the difference between the net disposal proceeds and the carrying amount of the item sold is recognised in the statement of financial activities.

Fixed Asset Investments

Listed investments are shown at fair value and revalued annually with any surplus or deficit dealt with through the statement of financial activities.

Leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the income and expenditure account on a straight line basis over the lease term.

Payments made under operating leases are recognised as expenditure over the lease term on a straight-line basis.

2 STATEMENT OF ACCOUNTING POLICIES (continued...)

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Being a registered charity, the charity is not liable to taxation on its income.

Financial instruments

The charity only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable, loans from banks and other third parties, loans to related parties and investments in non-puttable ordinary shares.

Financial assets are measured at cost and are assessed at the end of each reporting period for objective evidence of impairment. Where objective evidence of impairment is found, an impairment loss is recognised in the statement of financial activities.

The impairment loss for financial assets measured at cost is measured as the difference between an asset's carrying amount and the best estimate, which is an approximation, of the amount that the charity would receive for the asset if it were to be sold at the reporting date.

Financial assets and liabilities are offset and the net amount reported in the balance sheet when there is an enforceable right to set off the recognised amount and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Impairment of non-financial assets

At each reporting date non-financial assets not carried at fair value, like goodwill and plant, property and equipment, are reviewed to determine whether there is an indication that an asset may be impaired. If there is an indication of possible impairment, the recoverable amount of any asset or group of related assets (which is the higher of value in use and the fair value less cost to sell) is estimated and compared with its carrying amount. If the recoverable amount is lower, the carrying amount of the asset is reduced to its recoverable amount and an impairment loss is recognised immediately in the statement of financial activities.

If an impairment loss is subsequently reversed, the carrying amount of the asset, or group of related assets, is increased to the revised estimate of its recoverable amount, but not to exceed the amount that would have been determined had no impairment loss been recognised for the asset, or group of related assets, in prior periods. A reversal of an impairment loss is recognised immediately in the statement of financial activities.

Debtors

Short term debtors are measured at transaction price, less any impairment.

2 STATEMENT OF ACCOUNTING POLICIES (continued...)

Creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and subsequently at amortised cost.

Funds

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside for specific purposes at the discretion of the trustees.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes.

Legal status of the charity

The company does not have share capital and is limited by guarantee. Each member of the company undertakes to contribute to the assets of the company, in the event of it being wound up such amounts as may be required will not exceed £1.

Pensions

The charity operates a defined contribution pension scheme. The amount charged to the income and expenditure account in respect of pension costs and other post-retirement benefits is the amount payable in the year. Differences between contributions payable and contributions actually paid in the year are shown as other creditors in the balance sheet.

3 CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2024**4 INCOMING RESOURCES**

3% (2023 - 4%) of the charity's turnover is attributable to geographical markets outside of the United Kingdom.

The incoming resources included on page 8 consist of the following sources of income:

	2024 £	2023 £
Unrestricted income:		
Charitable activities		
Sponsorship and speakers fees	235,500	187,767
Conference fees	9,414	8,644
Partnership scheme	526,624	565,975
	<u>771,538</u>	<u>762,386</u>
Other income		
Interest received	7,955	3,582
	<u>779,493</u>	<u>765,968</u>
Restricted income:		
Charitable activities		
Grant income	20,000	20,000
	<u>20,000</u>	<u>20,000</u>
Total income	<u>799,493</u>	<u>785,968</u>

HIGHER EDUCATION POLICY INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

5 EXPENDITURE

The resources expended included on page 8 consist of the following sources of expenditure:

	2024 £	2023 £
Raising funds		
Investment management costs	5,291	5,406
Unrestricted expenditure:		
Charitable activities		
Sub-contractors	108,365	70,505
Postage	13,716	9,461
Publication Printing	29,529	28,446
Events and conferences	70,618	126,068
Rent (operating leases)	11,911	10,506
Wages	312,287	244,892
Employer's National Insurance	32,539	30,278
Staff pension cost	52,045	30,883
Insurance	1,256	1,157
Books and data	792	464
Telephone and fax	616	788
Computer operating costs	6,257	4,634
Printing, postage and stationery	3,849	6,294
Advertising and marketing	6,470	2,757
Gifts	597	-
Entertainment	5,333	6,640
Travel and subsistence	21,823	16,610
Legal fees	2,881	1,446
Accountancy and payroll bureau fees	9,185	8,935
Bookkeeping	1,769	1,350
Bank charges	224	185
Staff training	4,119	1,502
Subscriptions	5,218	3,811
Depreciation	4,318	4,150
	705,717	611,762
Restricted funds expenditure:		
Charitable activities		
Publication Printing	5,559	6,614
Postage	2,730	4,526
Sub-contractors	300	3,000
Wages	11,411	5,860
	20,000	20,000
Other expenditure		
Profit on sale of tangible fixed assets	-	(199)
Total expenditure	731,008	636,969

HIGHER EDUCATION POLICY INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

6 EMPLOYEES

The average number of persons employed by the charity (including trustees) during the year was:

	2024	2023
Average number of employees	6	5

7 STAFF COSTS

Staff costs during the year amounted to:

	2024 £	2023 £
Salaries and wages	323,698	250,752
Social security costs	32,539	30,278
Pension contributions	52,045	30,883
	<u>408,282</u>	<u>311,913</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2024	2023
£110,001 - £120,000	1	1

8 KEY MANAGEMENT PERSONNEL REMUNERATION

Key management personnel remuneration for the year amounted to:

	2024 £	2023 £
Salary and wages	118,500	119,400
Pension	37,809	21,143
	<u>156,309</u>	<u>140,543</u>

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

9 TANGIBLE ASSETS

	Website costs £	Computer and Office Equipment £	Total £
Cost			
At 1 August 2023	30,776	29,295	60,071
Additions	-	175	175
At 31 July 2024	30,776	29,470	60,246
Accumulated depreciation			
At 1 August 2023	23,820	23,864	47,684
Charge for year	1,392	2,926	4,318
At 31 July 2024	25,212	26,790	52,002
Net book value			
At 1 August 2023	6,956	5,431	12,387
At 31 July 2024	5,564	2,680	8,244

10 FIXED ASSET INVESTMENTS

	Total other investments £
Cost	
At 1 August 2023	579,432
Revaluation	60,422
Management charges	(5,291)
At 31 July 2024	634,563
Net book value	
At 1 August 2023	579,432
At 31 July 2024	634,563

The investments are UK listed investments and have been measured at market value.

HIGHER EDUCATION POLICY INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

11 DEBTORS

	2024 £	2023 £
Trade debtors	172,580	148,239
Prepayments and accrued income	5,421	5,132
	<u>178,001</u>	<u>153,371</u>

12 CREDITORS: amounts falling due within one year

	2024 £	2023 £
Trade creditors	15,073	6,463
Taxation and social security	65,037	25,461
Accruals and deferred income	309,508	220,940
Other creditors	15,695	14,139
	<u>405,313</u>	<u>267,003</u>

13 DEFERRED INCOME

Included in accruals and deferred income is deferred income of £301,007 in respect of income received in 2024 which relates to 2025. In the accounts for the year ended 31 July 2023 income totalling £210,745 was deferred and has been released in the current year.

14 COMMITMENTS

Amounts falling due under operating leases:	2024 £	2023 £
Expiring in less than one year	2,745	10,980
Expiring in more than one but less than five years	-	2,745
	<u>2,745</u>	<u>13,725</u>

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

Fund balances at 31 July 2024 are represented by:

	Unrestricted funds £	Restricted funds £	Total funds £
Investments	634,563	-	634,563
Tangible assets	8,244	-	8,244
Debtors	178,001	-	178,001
Cash at bank and in hand	465,204	20,000	485,204
Current liabilities	(405,313)	-	(405,313)
	<u>880,699</u>	<u>20,000</u>	<u>900,699</u>

HIGHER EDUCATION POLICY INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

16 MOVEMENT IN FUNDS

	At 1 August 2023 £	Incoming resources £	Expenditure and gains £	Transfers £	As at 31 July 2024 £
Unrestricted funds:					
Charitable activities	751,792	779,493	(650,586)	-	880,699
Total unrestricted funds	751,792	779,493	(650,586)	-	880,699
Restricted funds					
Grant income	20,000	20,000	(20,000)	-	20,000
Total restricted funds	20,000	20,000	(20,000)	-	20,000
Total funds	771,792	799,493	(670,586)	-	900,699

Movement in funds (previous year)

	At 1 August 2022 £	Incoming resources £	Expenditure and gains £	Transfers £	As at 31 July 2023 £
Unrestricted funds:					
Charitable activities	609,208	765,968	(623,384)	-	751,792
Total unrestricted funds	609,208	765,968	(623,384)	-	751,792
Restricted funds					
Grant income	20,000	20,000	(20,000)	-	20,000
Total funds	629,208	785,968	(643,384)	-	771,792

Grant income

Funds of £20,000 (2023: £20,000) from Research England to support HEPI's activities where they contribute to the understanding of issues facing research and knowledge exchange in universities.

HIGHER EDUCATION POLICY INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

17 RELATED PARTY TRANSACTIONS

During the year the Charity made the following related party transactions:

T Huxley Cousin of director (Nick Hillman)		2024 £	2023 £
Remuneration	Research services:	520	-
R Hillman Father of director (Nick Hillman)		2024 £	2023 £
Remuneration	Proofreading services:	100	630
Trustees and Directors			
Professor Dame Julia Goodfellow Trustee		2024 £	2023 £
Remuneration	Travel expenses:	41	-
Sir Christopher Husbands Trustee		2024 £	2023 £
Remuneration	Travel expenses:	700	-
Nick Hillman Director		2024 £	2023 £
Remuneration	Travel expenses:	764	2,090

Nick Hillman also received remuneration of the amounts disclosed in note 8.

18 ANALYSIS OF CASH AND CASH EQUIVALENTS

	2024 £	2023 £
Cash in hand	485,204	293,605
Total cash and cash equivalents	485,204	293,605